

## Meeting Minutes

Project Name: IPRS	Doc. Version No: 1.0	Status: Final	Date: 8/27/2003
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**Meeting Name:** IPRS Core Team Meeting  
**Facilitator:** Rick Olson, DMH  
**Scribe:** Evelyn Woodard  
**Date:** 8/27/2003  
**Time:** 10:00AM TO 1:00PM  
**Location:** Crossroads, Conference Room 3

### Attendees

Name
IPRS Core Team

### Agenda

Item No.	Topics
(1).	Division and EDS Review
	Request approval of August 20 <sup>th</sup> meeting minutes. Questions or comments regarding the August 22 <sup>nd</sup> checkwrite, preparations for the August 29 <sup>th</sup> checkwrite.
	Review results of the previous Checkwrite, noting problems researched, solved or still being researched and checkwrite summary report.

Item No.	Topics
	<p>Bug Central Status, review status of action items and issues related to support pilot Area Programs, key CSR's.</p> <p>IPRS Operations Support: File Maintenance, Security and Help Desk</p>
(2).	<p>Pilot Area Programs and Others</p> <p>Area Program Checkwrite Status – follow-up on the checkwrite cycle for August 22, 2003. Pilot AP issue list, rates (rate changes – please use the new rate maintenance form/procedures). Follow-up on action items from last meeting.</p> <p>Specific agenda items, reminder about adjustments that will deny this week.</p>
(3).	<p>Miscellaneous</p> <p>Other IPRS related topics for discussion.</p>

**1. Administration Notes (Division and EDS review):**

**General Discussions and Questions:**

DMH IT Services iterated the Budget Office should strive to become more supportive of the Area Programs. DMH IT Services will meet with Lisa to determine how to increase the Area Programs' performance level.

DMH IT Services informed EDS that jail diversion allocation has not been resolved (estimated time guideline, one week). DMH IT Services received management's approval regarding Healthchoice. Betty Cogswell forwarded memo to Carol (Healthchoice) and Carol (Medicaid) for signature/approval. Betty will publish the Healthchoice procedure on the web as soon as Charlotte signs the Healthchoice memo.

Item No.	Topics
2.	<p><b>Review Results of the Previous Checkwrite:</b></p> <p>Please review attached checkwrite summary report.</p> <p><b>CSR Prioritization:</b></p> <p>No issues to address at this time.</p> <p><b>Operations Support (File Maintenance, Security, Help Desk):</b></p> <p>No issues to address at this time.</p>

Item No.	Topics
3.	<p><b>Administration Notes Continued:</b></p> <p><b>10:30am Conference Call to Area Programs:</b> Area Program checkwrite status, discuss preparations, questions and concerns.</p> <p>DMH IT Services reminded the Area Programs that any adjustments that did not adjudicated during the previous checkwrite will deny this week.</p> <p>DMH IT Services and EDS informed the Area Programs that had not submitted their TPA's. DMH IT Services iterated that the Area Programs must forward their TPA's to EDS as quickly as possible.</p> <p>Blue Ridge raised a question regarding the combined 835-file versus the individual 835-file. EDS explained that the 835 Medicaid file was not correct when it merged with the IPRS 835 file. EDS is unable to determine at this time if the Medicaid 835-file submitted was incomplete or whether the incorrect Medicaid 835-file was applied during the previous checkwrite. EDS suggested that Blue Ridge reference their individual 835-file. The Area Program was advised not to compare their individual 835-file with the combined 835-file because it is not correct.</p> <p>VGFW raised a question regarding the credits on the budget reports (year to date expenditures, 1993 Account). The Area Program is uncertain as to how to proceed with obtaining the money for the credits. In regards to the 1993 Account, VGFW will need to perform the same process (move money to population group where needed) by submitting their request to the Controllers Office (Jay Dixon). Jail diversion allocation has not been resolved (estimated time guideline, one week). Local codes for Medical Residential have been reported to Art; VGFW has not received a response from Art at this time.</p> <p>The Reimbursement Officer from Guilford County contacted the IPRS Helpdesk to obtain the process for Medicaid recoupments. Medicaid does not follow the timely filing edit process therefore Guilford County can forward the money back to Medicaid. The Area Program's IPRS recoupments will be held for cost settlement.</p> <p>Based on issues raised regarding the Developmental Disabilities group not directly enrolled in SNAP and all (MRI) groups, the cross-concurrency chart will be eliminated effective Thursday. DMH IT Services will forward the new concurrency tables to the Area Programs as soon as possible. ECI has not been eliminated yet; DMH IT Services is waiting on Lisa's response first.</p> <p>Crossroads raised a question regarding Youth Focus. Betty Cogswell will speak with Spencer to determine a process for Youth Focus next week.</p> <p>The Training and Communications Group is attempting to reserve four auditoriums to hold the Provider Training. Once the auditoriums have been successfully booked and the training dates have been verified, Betty will forward this information to the Area Programs as quickly as possible. The exact presentations that were given last year will be repeated during the Provider Training. The Area Programs were informed that this will be a first come first serve basis.</p> <p>DMH IT Services and EDS will attend the HIPAA Meeting at 2:00pm this afternoon to discuss the plan for code conversion with DMA. DMH IT Services will evaluate whether or not EDS can meet the new dates requirement before the Division can accept the new schedule.</p>

### Action Items

Item No.	Open Date	Description	Assigned To	Comments	Status	Target Date
AI1.	7-23-03	DMH IT Services will perform follow-up procedures regarding jail diversion allocation.	Betty Cogswell Rick DeBell			
AI2.	8-20-03	DMH IT Services will perform follow-up procedures regarding Healthchoice (memo has not been signed by Phillip Hoffman).	Betty Cogswell Rick DeBell			

### Issue Items

Item No.	Open Date	Description	Assigned To	Comments	Status	Target Date
II1.						